

FARRIS MATHEWS BRANAN  
BOBANGO HELLEN & DUNLAP, PLC RECEIVED

ATTORNEYS AT LAW

2004 JUN 24 AM 11:52

HISTORIC CASTNER-KNOTT BUILDING  
618 CHURCH STREET, SUITE 300  
NASHVILLE, TENNESSEE 37219

T.R.A. DOCKET ROOM

Charles B. Welch, Jr.  
cwelch@farrismathews.com

Telephone (615) 726-1200  
Facsimile (615) 726-1776

Writers Direct Dial.  
615-687-4230

June 24, 2004

Chairman Deborah Tate  
Tennessee Regulatory Authority  
460 James Robertson Parkway  
Nashville, Tennessee 37243-0505

RE: Amendment to Time Warner Cable (TWCIS) Application for Certificate to Provide  
Competitive Local Exchange Services – Docket No. 0400176

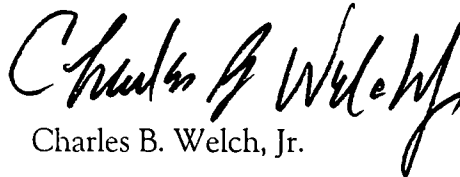
Dear Chairman Tate:

On behalf of Time Warner Cable please find enclosed herewith an original and 14 copies of the Small and Minority-Owned Business Plan. This document is being submitted as a replacement to Exhibit K of the above referenced application. I have enclosed a copy for my records and ask that it be stamped filed and returned to me.

Thank you for your assistance.

Very truly yours,

FARRIS MATHEWS BRANAN  
BOBANGO HELLEN & DUNLAP, PLC



Charles B. Welch, Jr.

CBW/ale

Enclosures

**EXHIBIT K**  
**[Small & Minority-Owned Business Plan]**  
**REPLACEMENT**

## **TIME WARNER CABLE INFORMATION SERVICES, LLC.**

### **SMALL AND MINORITY-OWNED TELECOMMUNICATIONS BUSINESS PARTICIPATION PLAN**

Pursuant to T.C.A. § 65-5-212, as amended, Time Warner Cable Information Services, LLC ("TWCIS") submits this small and minority-owned telecommunications business participation plan (the "Plan") along with its Application for a Certificate to provide telecommunications services in Tennessee

#### **I. PURPOSE**

The purpose of § 65-5-212 is to provide opportunities for small and minority-owned businesses to provide goods and services to telecommunications service providers. TWCIS is committed to the goals of § 65-5-212 and to taking steps to support the participation of small and minority-owned telecommunications businesses in the telecommunications industry. TWCIS will endeavor to provide opportunities for small and minority-owned telecommunications businesses to compete for contracts and subcontracts for goods and services. As part of its procurement process, TWCIS will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to TWCIS of such opportunities. Moreover, TWCIS will seek to increase awareness of such opportunities so that companies not otherwise identified will have sufficient information to participate in the procurement process.

#### **II. DEFINITIONS**

*Minority-Owned Business* Minority-owned business as defined in § 65-5-212 shall mean a business which is solely owned, or at least fifty-one percent (51%) of the assets or outstanding stock of which is owned, by an individual who personally manages and controls daily operations of such businesses and who is implied from normal entry into the economic mainstream because of race, religion, sex or national origin and such business has annual gross receipts of less than \$4,000,000.

*Small Business* Small Business shall mean a business with annual gross receipts of less than \$4,000,000.

#### **III. ADMINISTRATION**

The TWCIS Plan will be overseen and administered by the individual named below, hereinafter referred to as the Administrator, who will be responsible for carrying out and promoting TWCIS's full efforts to provide equal opportunities for small and minority-owned businesses. The Administrator of the Plan will be Julie Patterson.

The Administrator's responsibilities will include.

- (1) Maintaining an updated Plan in full compliance with § 65-5-212 and the rules and orders of the Tennessee Regulatory Authority.
- (2) Establishing and developing policies and procedures necessary for the successful implementation of the Plan
- (3 ) Preparing and submitting such forms as may be required by the Tennessee Regulatory Authority, including the filing of required annual updates
- (4) Serving as the primary liaison to the Tennessee Regulatory Authority, other agencies of the State of Tennessee, and small minority-owned businesses to locate and use qualified small and minority-owned businesses as defined in § 65-5-212.
- (5) Searching for and developing opportunities to use small and minority-owned businesses and encouraging such businesses to participate in and bid on contracts and subcontracts
- (6) Providing records and reports in any authorized surveys as required by the TRA
- (7) Establishing a record-keeping system to track qualified small and minority owned businesses and efforts to use such business
- (8) Providing information and educational activities to persons within TWCIS and training to seek, encourage, and promote the use of small and minority-owned businesses

In performance of the duties, the Administrator will utilize a number of resources, including

Chambers of Commerce  
The Tennessee Department of Economic and Community Development  
Small Business Administration, Office of Minority Business  
The National Minority Supplier Development Counsel  
The National Association of Women Business Owners  
The National Association of Minority Contractors  
Historically Black Colleges, Universities and Minority Institutions

The efforts to promote and ensure opportunities for small and minority-owned businesses are primarily spelled out in the Administrator's duties above. Additional efforts to provide opportunities to small and minority-owned businesses will include offering, where appropriate and feasible, small and minority-owned businesses assistance with technical, insurance, bonding, licensing, production and deadline requirements.

TWCIS will maintain records of qualified small and minority-owned business and efforts to use the goods and services of such businesses. In addition, TWCIS will maintain records of educational and training activities conducted or attended and of the internal procurement procedures adopted to support this plan

TWCIS will submit records and reports required by the Tennessee Regulatory Authority concerning the Plan. Moreover, TWCIS will cooperate fully with any surveys and studies required by the Tennessee Regulatory Authority

Time Warner Cable Information Services, LLC

By Charles B. Widdell Jr. atty.

Dated: June 15, 2004